



Shonto Governing Board of Education, Inc. Policy Statement

SUBJECT: FOOD SERVICE MEALS POLICY
POLICY NUMBER: EFDA
DATE OF ORIGINAL POLICY: 10/12/05

EFFECTIVE DATE: 6/20/17
DATE OF NEXT REVIEW: 8/2021
DATED: 8/11/17

I. PHILOSOPHY:

The Shonto Preparatory School Food Service Program requires clearly articulated and understood policy guidelines for the operation of an effective and efficient delivery of services. The Food Service Program receives extensive federal funding based on contingencies and the recipients must comply with certain mandates. Therefore, the Shonto Governing Board of Education, Inc. (SGBOE) establishes the following policy.

II. POLICY STATEMENT:

It is the policy of the SGBOE that Shonto Preparatory School Food Service Program shall fully comply with federal guidelines pertaining to advanced payment, refunds, and requests to charge breakfast and/or lunch to the guidelines as established by the Food Service Manager. The School is currently on Community Eligibility Provision. No student shall be charged for Breakfast, Lunch, Dinner and/or snacks.

III. EXCEPTIONS TO POLICY:

Students shall receive free meals and snacks.

IV. AMPLIFYING INSTRUCTIONS AND GUIDELINES:

A. School Employees:

1. Employees shall be charged \$2.50 for Breakfast, \$3.50 for lunch and \$3.50 for Dinner.
2. Employees request to charge breakfast and/or lunch on day of service. No cash is collected during breakfast, lunch, dinner and snacks.
3. Employees will be charged/deducted by payroll for meals charged.

V. DELEGATION OF AUTHORITY:

- A. The Business Manager is directly responsible for communicating this policy to all appropriate parties and enforcing its provisions.
- B. Administrators and supervisors shall review the contents of this policy annually with their respective staff.
- C. All administrators/supervisors are directed to establish fair and consistent practices to carry out the intent of this policy.

VI. REPORTS:

None



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VII. EXPIRATION DATE:

This policy will expire three (3) years after its acceptance unless reapproved.

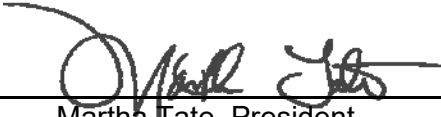
VIII. SIGNATURE BLOCK:

Submitted by: Lemual B. Adson Date: 8/11/17
Superintendent

1st Reading: May 5, 2017

2nd Reading: June 20, 2017

3rd Reading: August 11, 2017

Established: 
Martha Tate, President,
Shonto Governing Board of Education, Inc.